

# Prime Ministerial Advisory Council on Ex-Service Matters

## **Terms of Reference** (Subject to review at the end of 2009)

The Prime Ministerial Advisory Council on Ex-Service Matters is a body established to consider and advise the Prime Minister and Government on strategic and complex matters. Its aim is to:

- provide advice on major issues affecting the ex-service and defence communities with a view to facilitating a better future for members of these communities;
- review proposed legislation and its impact on the ex-service and defence communities;
- advise on ex-service matters which impact directly on the responsibilities of other government departments; and
- consider and assist the prioritising of issues raised or referred by the Prime Minister and/or the Minister.

The effectiveness of the Council will be reviewed periodically.

## **Membership**

The Council will initially comprise 14 members appointed by the Minister, however the number of members is at the discretion of the Minister.

Members are chosen primarily on the basis of merit and are required to possess an appropriate background, broad experience and an understanding of issues affecting the ex-service and defence communities. Other factors including geographical, gender, conflict, generation, capacity to contribute and ability to work with other members will be taken into account.

Members' terms of appointment will usually be for three years and be restricted to consecutive terms. Reappointment of members may be staggered to provide continuity.

Representatives of the Department and subject matter experts may attend Council meetings at the request of the Minister or the Chair as required by matters under consideration.

## **The Chair**

The Chair, who will be appointed by the Minister, will be independent of ex-service organisations and the Department.

## **Referral of Matters**

Matters may be referred via the Minister for the Council's consideration, by:

- the Prime Minister;
- the Minister;
- the Department, including consultative committees; and
- members of the ex-service and defence communities.

**Working Groups**

Where required, working groups or issue-specific forums may be established on a time-limited basis to support the work of the Council. These groups could co-opt additional and/or specific expertise to consider and advise on matters referred by the Council. Consultative committees of the Department may be used for this purpose where the matter relates to the specific focus of a committee.

**Meetings**

Council will meet face-to-face two or three times per year and if required, hold additional meetings via video or telephone conference.

**Secretariat Support**

Secretariat support will be provided by the Department.